

Minutes
Pro Parks Levy Oversight Committee
June 27, 2005

Members Present: Russ Brubaker, Susan Casey, Doug Dunham, Don Harper, Terry Holme, Cheryl Klinker, Joyce Moty

Staff Present: Superintendent Ken Bounds, Catherine Anstett, Erin Devoto, Susan Golub, Donald Harris, Michael Shiosaki, Lynn Sullivan, Korie Voorheis

Committee Business: The June 27 meeting agenda was approved. Approval of the minutes from the May 23 meeting was postponed to the July 25 meeting.

Public Comments:

Jack Tompkins thanked the Committee for its support of Fremont Peak Park and said that the houses on the property were ready to be demolished.

Karen Moe also thanked the Committee for its support of Fremont Peak Park and noted the inspiring service of the Committee members.

Membership Celebration

The Committee took several minutes to acknowledge the service of Committee members whose second terms expired: Susan Casey and Jackie Ramels (also Keith Rickards and Marshall Livingston who were recognized at previous meetings). Jackie Ramels was unable to attend the meeting but Chair Russ Brubaker read a letter she sent to the Committee which recognized the hard work and dedication of her fellow Committee members. Susan Casey noted that she enjoyed being on the Committee, especially the tours, and commented that she felt the Committee had indeed served as oversight for the Levy. Ms. Casey noted that the challenge for the remaining years is to spend the money wisely, especially the Opportunity Fund money allocated to the urban villages. She thanked the staff and her fellow Committee members for their hard work.

Development Project Update

Michael Shiosaki provided the Committee with an update on Levy development projects. 43 of 95 named development projects have been completed. 5 projects have been completed so far in 2005: Lake City Mini Park, Cascade Playground, Homer Harris Park and 2 projects at the Southwest Community Center. The completion of 14-15 projects is the goal for 2005, with 14 currently underway. Mr. Shiosaki discussed some of the 2005 projects.

I-5 Open Space: This project includes stairway connections to Capitol Hill, an off-leash area, a mountain bike course and artwork and is due to be completed in September.

Cal Anderson Park: A lid has been placed on the reservoir, providing 4 additional acres of park land. The project is 95% complete and will open on September 24.

Magnuson Sports Meadow: The 14 acre sports meadow has been regraded and new irrigation and drainage put in. The project will take 2 years to construct because it requires 1 year for the grass to grow. There has been some delay in this project due to rain and it will open in 2006.

Lake City Civic Core: This almost completed project is co-located with the library and a garage.

Ballard Commons Park: Demolition of the old grocery store and the old skateboard bowl is almost complete. The park construction is out to bid and the project is scheduled to be complete by the end of the year. In response to a question, Mr. Shiosaki remarked that the skate bowl is scheduled to be complete by the end of November and that it will open as soon as it is ready, even if the rest of the park is not complete.

Northgate: This project is on budget and on schedule and will be completed in March 2006.

Ravenna Creek Daylighting: This project has design funding from the Levy and the rest from King County. The groundbreaking was held recently and the project will include ballfield reseeding.

Loyal Heights Playfield Renovation: This project, currently in the planning stage, is a renovation of the ballfield with synthetic turf, consistent with the Department's Joint Athletic Facilities Development Program. Neighbors have expressed support for keeping the field natural grass. The project will be the subject of a public hearing before the Park Board on July 14.

Magnolia Elementary Field: This is an old paved playfield that will be made into a grass field/park. There are great views from this property.

Queen Anne/Uptown Park: The planning process is underway and the Seattle Park Foundation is trying to raise additional money for the project. The schedule is that fund raising will occur in 2006 and park development in 2007.

Project Changes

Mr. Shiosaki reported to the Committee on projects that are undergoing changes.

Occidental Square: The project has proceeded through review by the Landmark Preservation Board, but the positive ruling by that Board has been appealed, as has the environmental Declaration of Non-significance. These appeals, related to the removal of some trees in the park, will delay the project.

Budget Issues

Mr. Shiosaki reported to the Committee on projects that have had budget issues.

North Teen Life Center: Located at Nathan Hale High School, the project is complete. It required an additional \$33,000 due to unanticipated hazardous material abatement.

Cheasty Boulevard: There was an error in accounting for a grant for this \$1 million project and the grant ended up double booked in the project account. To make up for this mistake, funds from the development project reserve were allocated to Cheasty Boulevard.

The Committee began a discussion of accounting and reserve allocation. Mr. Shiosaki stated that Levy accounting practices have been changed to prevent a Cheasty type mistake from recurring. Korie Voorheis noted that she tracks all Department grants and has quarterly monitoring with each project manager. Erin Devoto stated that 43 projects have been completed and 5 or 6 have had budget issues. In response to a question, Mr. Shiosaki stated that without the contingency reserve allocation to the Cheasty Boulevard project, the project would have been redesigned to meet the smaller budget; for example, there would have been less landscaping or a shorter trail.

Ms. Devoto will provide the Committee at the July meeting with a list of projects that have had budget issues. One category of budget issue is pre-development project additions, such as the skatebowl and water feature at the Ballard Commons. Another category is construction related problems, such as occurred at the Golden Gardens Bathhouse, Alki Bathhouse, North Teen Life Center and Wallingford Steps. She noted that she and Mr. Shiosaki review every change order for a project.

Mr. Shiosaki continued with the Development Project update.

Boren Pike Pine bids came in over budget by about \$100,000. The project includes a community proposed off-leash area to make the park more active. Options Parks is considering include: 1) adding contingency funds to the project; 2) awarding the bid and reducing the scope of the project in consultation with the contractor; and 3) redesigning and rebidding (for the third time).

Superintendent Bounds noted the difficult, narrow configuration of Boren Pike Pine and Mr. Shiosaki stated that the current design could be called bare bones. The biggest cost of the project is digging under Boren to bring electricity to the four columns site, but this was pointed out as the community's first priority for the project. Mr. Bounds stated that to meet the intent of the Levy for this project, money must be added and that Parks will allocate reserve funds to meet this need. Committee members concurred and asked Parks to provide a report on the status of the reserve fund at a future meeting.

In a discussion of the design of Boren Pike Pine, Lynn Sullivan described the chain link fence proposed for the project, noting that there was not enough money in the project budget to build a decorative fence but that this could be a later addition to the project if funds became available. Terry Holme asked whether Citizens for Off Leash Areas (COLA) could help with the project. Staff responded that the idea for an off-leash area at this park came from the community, not from COLA. Joyce Moty suggested adding an evergreen vine to the fence to make it more attractive. Don Harper asked whether funding from pet licenses could be used for the development of off-leash areas. Erin Devoto responded that license fees go to animal control.

Opportunity Fund Project Scheduling

Mr. Shiosaki reported on 3 projects recently approved for Opportunity Funds that need changes to the schedule previously agreed to by the Committee. The need for the schedule change comes from a Neighborhood Matching Fund timing issue: the projects must be underway in 2006 to retain the NMF funds. The 3 projects are: Pinehurst Pocket Park, Mt. Baker Ridge Viewpoint and Fremont Peak Park.

A motion was approved and seconded to move the start date for the 3 projects from 2007 to 2006. The motion carried unanimously.

Audit Report Follow-up

Susan Golub reported on 3 follow-up items from the auditor's review of the Oversight Committee. The items were a calendar for reports to the Committee, guidelines for additional project reports (in addition to the regularly scheduled reports) and a formal vote issue list. These items are included with the minutes as Attachment A. There were no Committee questions or comments.

Annual Report

Catherine Anstett presented a draft of the Annual Report to the Committee. She noted that the ordinance approving the Levy requires an annual report from the Committee to the Mayor and City

Council. Also, the ordinance requires a mid-term report to the citizens. Dewey Potter is the lead staff person for the mid-term report and she will bring a draft to the Committee in the fall.

Ms. Anstett reviewed the figures in the report and clarified issues in response to Committee questions. Ms. Moty suggested adding to the report a list of all contributors to the Levy. Doug Dunham concurred, citing the importance of leveraging. He stated outside contributions and leveraging should be emphasized in the min-term report.

A motion was made and seconded to approve the Annual Report, with the understanding that the suggested changes will be made. Copies of the report with the changes will be circulated to the Committee members in July. The motion was approved unanimously.

Committee Business

The next meeting of the Committee will be July 25. New Committee members are being sought by Councilmember Della's office and by the Mayor.

ATTACHMENT A

Follow-up Items from Auditor's Review of the Oversight Committee Pro Parks Levy Oversight Committee June 21, 2005

COMMITTEE CALENDAR

The Pro Parks Levy Oversight Committee will receive quarterly updates on the major Levy Programs and twice yearly updates on the trails and art programs, according to the following calendar. (The Committee historically has not met in August or December. Should additional meetings be cancelled, the report scheduled for that month will be moved to the next meeting date.)

Subject	Reporting Months
Development Project Update	January, March, June, October
Acquisition Project Update	February, May, September, November
Programming Update	January, April, July, October
Trails Update	February, September
Arts Update	March, November

GUIDELINES FOR ADDITIONAL PROJECT REPORTS

The auditor's report suggests establishing a budget percentage, such that when a project goes over budget by that percent, a report is made to the Committee. Department practice has been, and will continue to be, to report all budget overruns to the Committee in the quarterly report. Reports will cover up-front allocations for projects where we know before the project begins that available funding is not adequate, (e.g. Ballard Commons Park); and projects that through changes or unanticipated costs go over budget during project construction, (e.g. Golden Gardens Bathhouse).

FORMAL VOTE ISSUE LIST

The Committee will take a formal vote on the following items, and the need for a formal vote will be indicated on the agenda:

1. Reallocation of funds among projects;
2. Changes in project location;
3. Project scheduling;
4. Opportunity Fund projects and their scheduling; and
5. Approval of the Annual Report.

